

Line	Document	Status	QAR Asst. Write	QAR Asst. Imp.	Responsible Party	Comments
1	Fermilab Assessments Manual	Planned – QA and CA Project		*	OQBP	OQBP – management assessments (compliance) D/S/C – self assessments
2*	Control of Measurement & Test Equipment (M&TE)				D/S/C	D/S/C Define and implement requirements including standards, methods, equipment, personnel qualifications, and provision for responding to out of calibration discovery. Local control
3	Corrective Action / Preventive Action Procedure (CAPA)	In Process – QA Project		*	OQBP	CAPA – Corrective actions from Formal Assessments or Mgmt Req'ts CAPA Lite routine corrections
4	OQBP Document Control Procedure	In Process – Small scale internal to OQBP			OQBP	All internal OQBP-owned documents & forms will comply with procedure. Organizations outside OQBP will comply if using OQBP procedures
5	Fermilab Design and Engineering Processes Manual	In Process – RCA Project			LHC RCA Imp Team	Lab-wide requirements
6	Graded Approach Procedure	In Process – QA Project		*	OQBP	Lab-wide requirement to use the procedure & tool when implementing QA. Procedure accompanied by a tool & data repository controlled centrally; OQBP provides access and training. D/S/C responsible for quality of entries. Need dispute resolution.
7	Issues Management System Procedure	In Process – CA Project			OQBP	D/S/C Heads trained by OQBP as needed to use the system. Only issues worthy of Sr. Mgmt attention are entered in the system.
8	Lessons Learned Program	Planned – CA Project		*	OQBP	OQBP manages the system and transmits Lessons Learned in the lab; D/S/C provides internal Lessons Learned in the system; system available through OQBP web postings.
9	Management Review Procedure	Planned – CA Project			OQBP/AC	Assurance Council tracks and makes recommendations on management issues, PEMP, contractual initiatives, commitments, consolidated assessment program, and financial matters
10*	Maintenance Plans				D/S/C	D/S/C Define and implement requirements including methods, equipment, personnel qualifications. Local control
11*	Material Control				D/S/C	Local control / management of customer owned, real & personal property, and in-process material
12	Process Improvement Procedure	Planned – QA Project			OQBP	Document describes methods used by OQBP during process improvements. EG&G performs Process Improvement assessments at the direction of Fermilab director. OQBP offers Process Improvement as a service when assisting D/S/C in meeting quality and other management objectives
13*	Fermilab Project Management	In Process – RCA Project			OPMO	LHC Root Cause Analysis Implementation team assisting in development – the document will contain Lab-wide (project management) requirements
14*	Inspection and Acceptance Testing				D/S/C	D/S/C Define and implement requirements including methods, equipment, personnel qualifications. Implemented in conjunction with control of M&TE. Local control
15	Records Management Policies and Procedures	In Process – COO Project			COO/SITE	COO sponsors program development. BSS owns the program. D/S/C Document/Record Coordinators participate in implementation. Local Control

Legend: Black=D/S/C controlled (*)

Red=Controlled outside QA/Not D/S/C

Blue=Controlled internal to OQBP

Green=Controlled internal to QA group

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16	Root Cause Analysis Procedure	Planned – QA Project		*	OQBP/SME	OQBP will provide Root Cause process instruction from simple to complex – URS/EG&G provides procedures & training from a person currently providing training in Root Cause methodology.
17*	Strategic Planning				Directorate	Deputy Director control
18	Suspect/Counterfeit Items Program	Complete			OQBP/SITE	OQBP manages the program; D/S/C S/CI Coordinators implement
19*	Qualification and Training				D/S/C	Local control
20*	Worker Feedback				D/S/C	WDRS controls; provides Personnel Mgmt System Reports
21	Quality Guidelines for Scientific Research at Fermilab				Research Head	Acting AD for Research committed to produce this (ANSI/ASQ Z1.13) implementing document
22	Director's Policy on Scientific Research				OQBP / Research Head	Quality Guidelines for Scientific Research at Fermilab
23	Fermilab Integrated Contractor Assurance Program				OQBP / AC	Implementing documents for this Program are listed in items #1, 7, 8, & 9